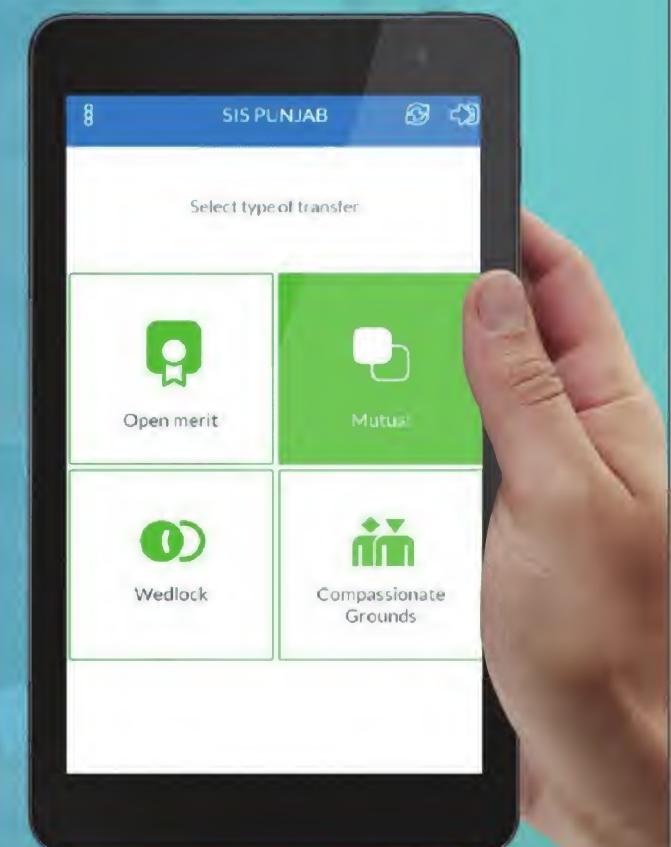
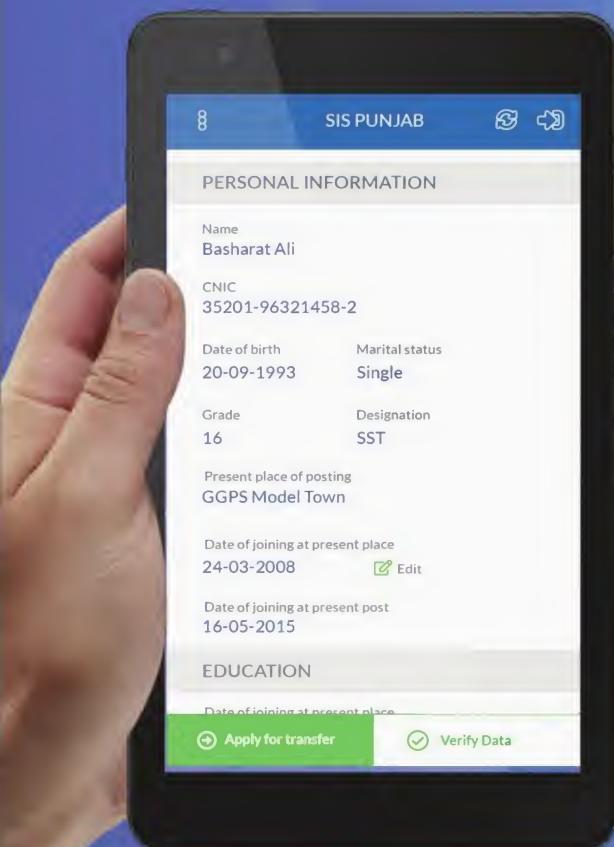


Simple, Convenient, and Efficient!

e-Transfer

Public School Teachers

2019



Punjab's School Education **Program**

- 25M+ children - one of the largest programs in the world
- 2nd largest - public sector entity in Pakistan (~600K employees)
- ~400,000 teachers - across ~50,000 public schools
- 40% of Punjab - in terms of Budget and HR
- 12.1M students - enrolled in public schools

A very busy **Department**

- According to estimates, 90% of SED's time is spent on HR related activities (Recruitment, Promotions, and Transfers)

Of the 90%, almost 60% is spent on transfers and postings

That's 142 days a year!

Keeps everyone busy – teachers, DEAs, SED, and CM Secretariat.



Huge Processing **Overheads**

- 100,000 teachers apply for transfers every year
- ~50,000 teachers were transferred by SED last year
- ~ 100 Approving authorities across 36 districts

Marred by long queues, and high dependency on clerical staff.
Extremely cumbersome and “Safarish-prone”



The current mechanisms for teacher transfer are unsustainable, and must be made efficient, transparent, and convenient for all.

“Technology can play a transformative role”



Key objectives of the **eTransfer system**

- To make the transfer process transparent and merit-oriented
- To make the transfer process systematic, credible, and reliable
- To minimize human interference, favouritism, and tackle corruption
- To enforce stipulated timelines (during summer break)
- To help avoid frequent transfers all year round

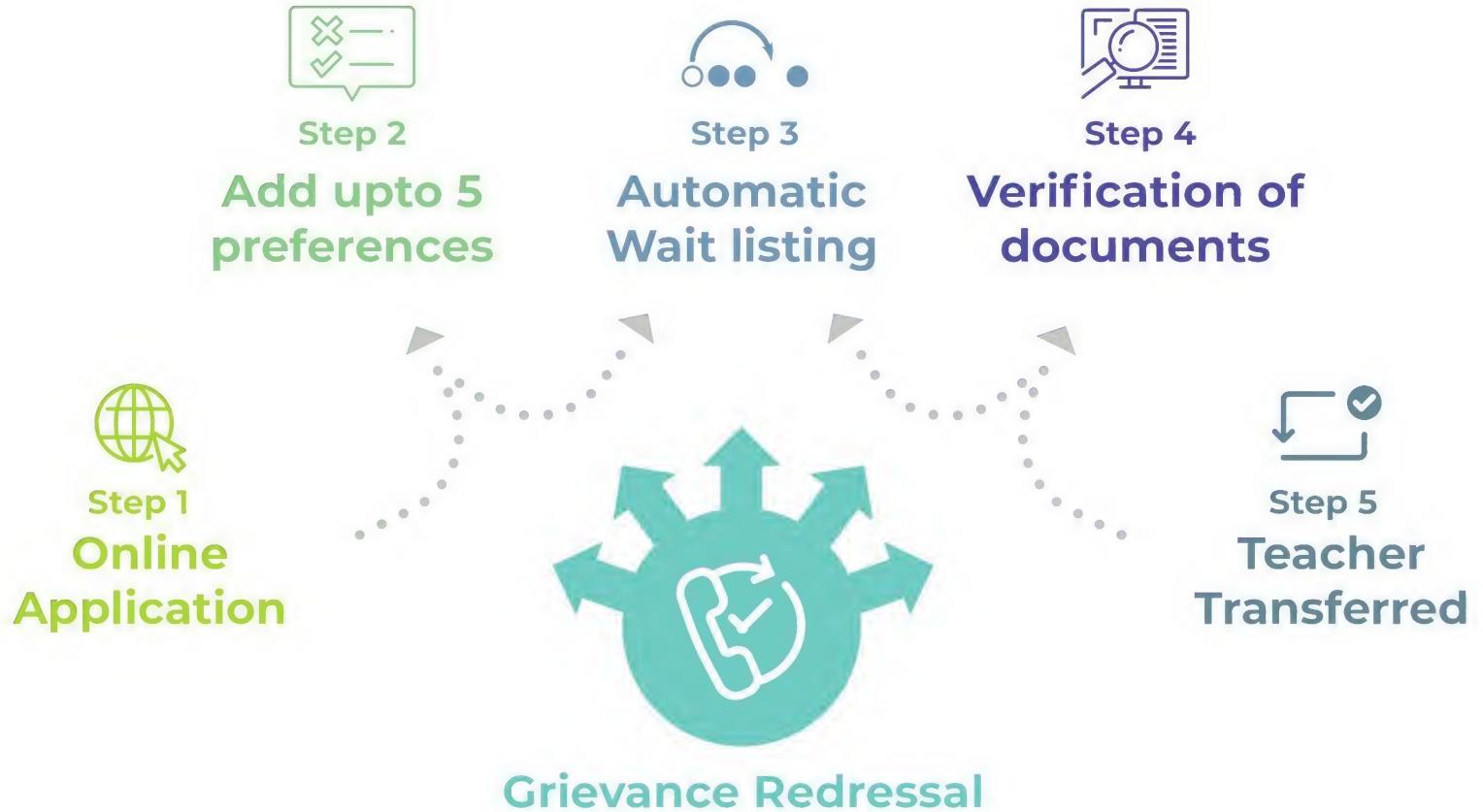


Procedure for Online **Transfer Applications**

- Transfer/Posting will only be done online, via the eTransfer App.
- Once transfer applications have been submitted, the eTransfer system will auto-generate waitlists of applications for each school – and post it online.
- Teachers can raise objections against his/her own rank in the waitlist, or that of others.
- The concerned transferring authorities will have online access to review, approve, or reject received applications based on waitlist order.
- The concerned transferring authorities will get verification of the documents from concerned issuing authorities.
- For approved applications, Transfer Orders with QR-Code will be auto-generated from the system – for applications that meet all criteria and documentation authenticity requirements.



PROCESS FLOW



Reengineered for Simplicity and Minimal Operator Intervention

01 Self verification of data and transfer preferences

PERSONAL INFORMATION

Name	CNIC
MUHAMMAD ATA UL MUSTAFA	- 33104-2139444-3
DOB (By CNIC)	DOB (By Matric)
4 Apr 1968	4 Apr 1968
Contact#	Email
0335-7274514	GHSCRESCENT@GMAIL.COM
Gender	Marital Status
Male	Married
Domicile	Address
FAISALABAD	P-5 ST# 1 tAJ COLONY FSD

PROFESSIONAL INFORMATION

Personal Number	Service Type / Grade
30024529	Regular / 16
Designation	Designation Subject
SST	Arts
Current School	Date of Joining in Current School
GHSS CRESCENT MODEL FAISALABAD	8 Jan 2016

NOTE: For any correction in your profile, kindly ask school head to update data in the 'Staff' section of school SIS login.

Verify Data

02 Automatic Wait-listing

SCHOOL INFORMATION SYSTEM

CEO DASHBOARD

2150 Open Merit, 465 Mutual, 46 Wedlock, 46 Compassionate Grounds

MERIT LIST

Name	Application Type	CNIC	School
write here	open merit	33104-2139444-3	select school

MERIT LISTING

ID #	Name	CNIC	Current School	New School
PK-014	Manzir Hussain	63212365478963	Govt. Boys High School, LHR-South	Govt. Boys High School, LHR North
PK-014	Rana Tariq	21452147896329	Govt. Boys High School, LHR-South	Govt. Boys High School, LHR North
PK-014	Waqas Ahmad	78541236987123	Govt. Boys High School, LHR-South	Govt. Boys High School, LHR North
PK-014	Faisal Jangir	21452147896329	Govt. Boys High School, LHR-South	Govt. Boys High School, LHR North

03 Automatic Transfer Order Generation with QR code, after detailed document verification by CEO/DEO office

592218

GOVERNMENT OF THE PUNJAB, SCHOOL EDUCATION DEPARTMENT

Date Lahore, the 01.02.2018

NOTIFICATION

2018-02-01. TAHAN HAMEED (BS-17/CONTRACT), Head-Master is hereby adjusted/posted as EDO(BS-18/contract), with immediate effect, against a vacant post

2. TAHAN HAMEED (BS-17/CONTRACT), Head-Master is hereby adjusted/posted as EDO(BS-18/contract), with immediate effect, against a vacant post

SECRETARY SCHOOL EDUCATION

NO. & DATE EVEN.

A copy is forwarded for information and necessary action to:-

1. The Secretary Chief Minister, Punjab, Lahore.
2. The Director Public Instruction (S&ED), Punjab, Lahore.

SECTION OFFICER

QR CODE

<https://medi.v.punjab.gov.pk/admin/showNotification/7>



Two-step Application **Process**

Phase 01
Within-district transfers
35 Days

Phase 02
Across District transfers
25 Days

- Open merit transfers will be opened for a defined period during summer break
- Applications for Mutual, Wedlock and compassionate grounds transfers will be processed throughout the year



Benefits for **Teachers**

- Convenient mobile access
- Standardized application procedure with defined time period
- Online availability of information regarding available schools/seats
- Online availability of marks of all applicants
- System is designed in a way that it will facilitate teachers to transfer to their nearby schools
- Fewer in-person visits
- Minimal operator intervention
- Central helpline and complaints logging
- Easy access to instructions and applicable policies
- No travel, no sifarish and no money involved.



Maturity and **Sustainability**

01

Iterative improvements

System is designed to cater to most of the scenarios and will improve with the passage of time to cover further needs.

02

Transformative automation

No transfer-postings will be done manually from now-on

03

Way Forward

- Include Teachers posted in attached departments
- Include managerial staff
- Include support staff
- HR management system with database of archived/scanned official documents of employees



Thank You



Punjab Information Technology Board - www.pitb.gov.pk



www.schools.punjab.gov.pk - School Education Department

